

## Federal Property Management Regulations

## § 101-17.4701

### § 101-17.402 Use of contractual services for space planning.

No Federal agency shall, without the written approval of GSA, enter into a contract for interior office design or space layout, with any non-Federal firm or individual. When it is determined that a contract is required, GSA, with the advice of the agency, will enter into the contract and supervise the contractor's performance. The contract will be completely reimbursable by the requesting agency except when it covers the initial space layout.

### Subpart 101-17.5—Providing Space in New Public Buildings

#### § 101-17.500 Scope of subpart.

This subpart prescribes the procedures and objectives governing space planning for new public buildings.

#### § 101-17.501 General.

Modern space layout principles, which contribute to good space management and operational efficiency, are particularly appropriate in the case of new public buildings. Full coordination, strict observance of the design schedule, and followup action are required to insure maximum return to the Government in terms of efficiency and economy.

#### § 101-17.502 Responsibility of GSA.

GSA will be responsible for the space planning and layout in all new public buildings. Regional offices of GSA will forward layout plans to occupant agencies for review and coordination and, at the same time, notify the agencies of the date beyond which design changes cannot be accepted.

#### § 101-17.503 Responsibility of agencies.

Agencies are responsible for making their needs known to GSA on a timely basis; providing cooperation and assistance if required in the preparation of space layouts; and requesting necessary changes prior to the design cut-off date. (See also § 101-19.204.)

#### § 101-17.504 Postoccupancy evaluation.

GSA will conduct a postoccupancy evaluation of major new public build-

ings approximately 6 months after the date of occupancy. This evaluation, which will take the form of space inspections or space utilization surveys as described in subpart 101-17.2, Utilization of Space, will be conducted to economy.

### Subparts 101-17.6—101-17.46 [Reserved]

### Subpart 101-17.47—Exhibits

SOURCE: 45 FR 37203, June 2, 1980, unless otherwise noted.

#### § 101-17.4700 Scope of subpart.

This subpart 101-17.47 illustrates information referred to in the text of part 101-17 but not suitable for inclusion elsewhere in that part.

#### § 101-17.4701 Memorandum of understanding between the U.S. Department of Agriculture and the General Services Administration concerning the location of Federal facilities.

MEMORANDUM OF UNDERSTANDING BETWEEN  
U.S. DEPARTMENT OF AGRICULTURE AND  
GENERAL SERVICES ADMINISTRATION CONCERNING THE LOCATION OF FEDERAL FACILITIES

*Purpose.* The purpose of this Memorandum of Understanding is to provide an effective arrangement whereby the Department of Agriculture and the General Services Administration will cooperate to implement the National Urban Policy. This memorandum requires that in urban areas and incorporated rural communities, offices and facilities of the Department will be located in central business areas whenever such location is consistent with program requirements.

1. The President's March 27, 1978, message on urban policy included a directive to the General Services Administration to retain Federal facilities in urban areas and to put new ones there.

2. On August 16, 1978, the President signed Executive Order 12072, "Federal Space Management" which requires the location of Federal facilities in such a manner as to strengthen the Nation's cities, and mandates that in urban areas first consideration be given to locating Federal facilities in the central business area or adjacent areas of similar character.

3. The Secretary of Agriculture recognizes the significant role the Department can play and the need to assist the Administrator of